



**CITY OF EAST PALO ALTO**  
**Community Development Department**  
**Planning Division**

1960 Tate Street, East Palo Alto, CA 94303  
Tel. No. 650.853.3189, Fax. No. 650.853.3179

[Regular Mail]

May 30, 2012

Department of Housing and Community Development  
Division of Housing Policy Development  
P.O. Box 952053  
Sacramento, CA 94252-2053

Governor's Office of Planning and Research  
P.O. Box 3044  
Sacramento, CA 95812-3044

Re: 2011 Housing Element Annual Progress Report (APR)

Dear Ms. Melinda Benson:

In accordance with Government Code Section 65400, please find attached a copy of the City of East Palo Alto Housing Element Annual Progress report for 2011, which was subject to public hearing before the City of East Palo Alto Planning Commission and City Council respectively on April 23, and May 29, 2012.

Please don't hesitate to contact us if you have any additional questions.

Very truly yours,

Brent A. Butler, AICP, CFM

PLANNING MANAGER

**Attachment 2**

**2011 Housing Element Annual Report**

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of East Palo Alto  
Reporting Period 1/1/2011-12/31/11 4/1/2012

Table A

### Annual Building Activity Report Summary - New Construction Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information										Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	
1	2	3	4					5	5a	6	7	8	
No projects													
(9) Total of Moderate and Above Moderate from Table A3										0	0	0	
(10) Total by Income Table A/A3													
(11) Total Extremely Low-Income Units*													

# ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation (CCR Title 25 §6202)

Jurisdiction City of East Palo Alto  
Reporting Period 1/1/2013-12/31/11 4/1/2012

Table A2  
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant  
to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Income				(4) The Description should adequately document how each unit complies with subsection (c) (7) of Government Code Section 65583.1
	(1) Rehabilitation Activity	(2) Preservation of Units At-Risk	(3) Acquisition of Units	(5) Total Units by Income	
	1		2	3	Preservation of units in need of rehabilitation
					Acquisition of units that are income restricted.

\* Note: This field is voluntary

Table A3  
Annual building Activity Report Summary for Above Moderate-Income Units  
(not including those units reported on Table A)

No. of Units Permitted for Moderate	1. Single Family				No. of Units Permitted for Above Moderate
	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total
					7. Number of Infill units*
					0
					0

\* Note: This field is voluntary

# ANNUAL ELEMENT PROGRESS REPORT

## Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of East Palo Alto  
Reporting Period 1/1/2011-12/31/11 4/1/2012

Table B

### Regional Housing Needs Allocation Progress

#### Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.											Total Units Remaining RHNA by Income Level
Income Level	RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	
Very Low	Deed										
	Restricted Non-deed	0									
	Restricted										
Low	Deed										
	Restricted Non-deed	0									
	Restricted										
Moderate	Deed										
	Restricted Non-deed	0									
	Restricted										
Above Moderate		0									
Total RHNA by COG:											
Enter allocation number:											
Total Units > > 630											
Remaining Need for RHNA Period > > > 630											

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

# ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation (CCR Title 25 §6202)

Jurisdiction City of East Palo Alto  
Reporting Period 1/1/2011-12/31/11 4/1/2012

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Action 1.1 (Housing Meeting with Non Profit and For Profit Developers)	Facilitate the development of various housing types	Annually	Meetings take place on an ongoing basis, and recently occurred with Mid Peninsula Housing in October of 2011
Action 1.2 (Housing Consortium Formation)	Creation of a Housing Authority	1-Jun-11	December 20, 2011 City Council hearing to discuss formation of a housing authority occurred.
Action 1.5 (Second Unit Ordinance Revision)	Reduce barriers to constructing second units	1-Jun-11	Adopted by the City Council on July 19, 2011
Action 2.1 (Ravenswood Specific Plan)	Balance development that links housing with jobs	Spring 2011	Community input in 2011; EIR under review; Anticipated adoption by the City Council in the Fall of 2012
Action 3.4 (Flood Hazard Mitigation)	Floodplain Management	1-Jun-11	Adopted by the City Council on July 5, 2011
Action 4.3 (Low Interest Loans/Grants to low income households)	Provide incentives to encourage affordable housing	Annually	In 2011, Habitat for Humanity received a 300,000 to purchase four single family homes.
Action 4.4 (Evaluate and improve and promote City ordinances that facilitate affordable housing development)	Provide incentives to encourage affordable housing	Annually	Omnibus Zoning Code amendments reviewed by the Planning Commission in 2011 and will be adopted by the City Council in the Fall of 2012.
Action 4.8 (Small Parcel Development)	Encourage development of small parcels	2010-2011	Adopted by the City Council on July 19, 2011
Action 5.2 (Senior Housing Development)	Reduce barriers to building senior housing	1-Jun-11	Adopted by the City Council on July 19, 2011
Action 5.3 (Reasonable Accommodations Ordinance)	Reduce housing barriers for disabled persons	1-Jun-11	Adopted by the City Council on July 19, 2011
Action 5.6 (Emergency Shelter Ordinance)	Permit an emergency shelter as required by SB 2.	1-Jun-11	Adopted by the City Council on July 19, 2011
Action 5.7 (Transitional and Supportive Housing)	Permit transitional and supportive housing as required by SB 2	1-Jun-11	Adopted by the City Council on July 19, 2011
Action 5.9 (Single Room Occupancy)	Permit and encourage the development of single room occupancy units as required by state law.	1-Jun-11	Adopted by the City Council on July 19, 2011
Action 6.1 (Implement the new Rent Stabilization Ordinance)	Stabilize rents through implementation of the (RSO)	Ongoing	13 resolutions were adopted to implement the new RSO ordinance by the Rent Board between January and December of 2011.
Action 6.2 (Annually certify maximum legal rents)	Stabilize rents through the implementation of the RSO	Ongoing	Certificate of maximum rent were issued for 300 units on June 30, 2011 and exemption claims have been filed for over 400 units

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202)

Jurisdiction City of East Palo Alto

Reporting Period 1/1/2011-12/31/11 4/1/2012

Action 6.3 (Work with non profit housing services providers to provide education on tenants rights	Education of tenants on rights under state law and city ordinances	Annually	The Rent Stabilization Board held two workshops in March of 2011.
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General Comments:

**RESOLUTION NO. PC-2012-24**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY  
OF EAST PALO ALTO RECOMMENDING TO THE CITY  
COUNCIL THE APPROVAL OF AN ANNUAL PROGRESS REPORT**

**WHEREAS**, State law requires that the Housing Element of a City's General Plan be updated every five years; and

**WHEREAS**, the City completed such an effort in June 2010; and

**WHEREAS**, the Element provides a strategy for future growth, conserving critical affordable housing assets within the community, identifying housing needs for residents of all income levels, and developing an action plan to address those needs; and

**WHEREAS**, the action plan includes goals, policies, and action items to effectuate the strategy; and

**WHEREAS**, Government Code Section 65400 requires each government body to prepare an annual report on the status and progress in implementing the jurisdiction's housing element; and

**WHEREAS**, the California Department of Housing and Community Development requires that this annual report on the progress in implementing a jurisdiction's housing element be subject to considerable public input.

**NOW THEREFORE BE IT RESOLVED** by the Planning Commission of the City of East Palo Alto the recommended amendments as follows:

The Annual Report, which is attached hereto and incorporated by reference as Exhibit A, accurately summarizes the City of East Palo Alto's progress in implementing the 2010 Housing Element for the 2011 calendar year.

**PASSED AND APPROVED** this 23th day of April, 2012 by the following vote:

**AYES:** Quezada, Allen, Gaines, Glover Chantler, Huerta, Prado

**NOES:**

**ABSENT:**

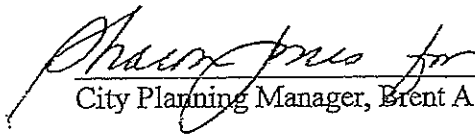
**ABSTENTION:**



Chair, Robert Sherrard

**ATTEST:**



  
City Planning Manager, Brent A. Butler

APPROVED AS TO FORM:

  
City Attorney, Kathleen Kane

